

**Board of Youth Services  
Meeting Agenda  
November 2, 2016, 7:00 pm  
Whittemore Robbins House**

**In Attendance:** Tracy Daugherty, Colleen Leger, Kristen Barnicle, Linda Suzuki, Joan Axelrod, Mary DeCoursey, Kim Cayer, Carlene Newell, Hannah Simon, Lisa Pedulla, Justine Bloch, Roblyn Brigham

**Directors Report:**

- Need for services is increasing, there is a wait list again of about 10 people.
- The staff continues to be in flux, looking to hire licensed clinicians. Currently have on staff 16 fee for service clinicians.
- A nurse practitioner on staff who prescribes medication; she is supervised by Dr. Geller.
- The field of applicants for the administrative position has been narrowed down from 13 to 5.
- Looking to update our Electronic Health Records (EHR) and Billing system
- MDPH did a surprise audit and AYCC did quite well- passed with no warnings.
- Question of having a school rep from the Board at each school?
- Going forward, if we were to have a volunteer base of 6-7 people, we would need a volunteer coordinator.

**Gala:**

- At time of meeting there were 133 people registered with tickets.
- 200 people bought tickets last year- projecting 350 sold for this year.
- Promote it on the Arlington List list-serve, FB, Town Updates, Town Website and put up the sign on the sandwich board outside Town Hall one week prior to the event.
- Colleen will follow up with Whole Foods about food and donations.
- Clinicians who are able and willing to volunteer with setting up should get comped tickets.
- Reviewed timing of the program.
- Need 6-10 volunteers for the set up on Wednesday, Justine will request in an email.
- Silent Auction items reviewed and seem wonderful.

**Thanksgiving Food Drive:**

- Sign up for helping on the "Give Back Time" site through the Food Pantry.
- Board volunteers will plan on meeting down at food pantry by 9AM.
- Schools are delivering their own food donations and gift card directly to the pantry this year on Friday AM.
- Creating the bags for donation on Friday, Saturday is the distribution to families.

**Next Meeting:**

12/7/2016